

EHPLS Minutes  
Governance Committee  
Moodus Branch  
December 8, 2014

Members present: Lucille Gardner, Maureen Gillis

Members Absent: Celina Nelan, Andrea Pascal

Others present: Shea Jezek, Mike Gilroy, Library System Director

Maureen called the meeting to order at 6:30 PM.

**UNFINISHED BUSINESS:**

**Assessing Board Effectiveness/Board Training:** The Committee will present its recommendations to the Board based on Board member responses. Mike has arranged that Betsy McIlvanie of the ACLB will attend the January Board meeting to discuss Board responsibilities, especially re: small towns and multi branch issues. At the December Board meeting, we will ask the Board if there are any other specific topics they wish Betsy to address.

**Disaster Recovery Plan:** Mike reported that Craig Mansfield does have a disaster recovery plan for the Town; he will obtain a copy. We will then:

- Note (in our Board Manual) where a copy of the plan can be found
- Compare against the outline we developed for a Library-System specific plan (after receiving Board input for the draft) to see what might be missing, what the Library tasks are, what requirements Craig has of the System, etc.

Mike also indicated that Mark Walter wants to have the historical collection (and anything else of particular value) assessed and has charged Mike with finding an assessor. Mike is investigating with the Historical Society as a start. Mike also obtained a printout of the estimated values of the buildings and collections for insurance purposes.

**One-Year Plan:** Mike will report to the Board on the progress against the plan monthly. The Board needs to determine, for some of the steps, whether the Program Committee or another subcommittee will assist Mike.

**NEW BUSINESS:**

**Adherence to FOI Requirements:** The Committee prepared a summary of what agendas and minutes have been posted to the Town Website; they will give this summary to the Board Secretary to follow up on missing items.

**Meeting Schedule for 2015:** The schedule was prepared and will be sent to the Town Clerk. There is no June or November meeting scheduled. Lucille will provide a copy to Board members.

Next meeting scheduled for January at Moodus branch at 5:30 pm. Meetings will be held every first Wednesday of the month at the Moodus branch at 5:30 pm unless cancelled or changed.

Meeting adjourned at 6:07 PM.